

TITLE I, PART C ALLOWABLE EXPENDITURE GUIDELINES

Regular School Year Migrant Program

The purpose of the Title I, Part C, Migrant Education Program (MEP) is to ensure that all migrant children fully benefit from the same free public education provided to other children.

More specifically the purpose of the MEP is to:

- 1) Support high-quality and comprehensive educational programs for migratory children to help reduce the educational disruptions and other problems that result from repeated moves;
- 2) Ensure that migratory children who move among the States are not penalized in any manner by disparities among States in curriculum, graduation requirements, and State academic content and student academic achievement standards;
- 3) Ensure that migratory children are provided with appropriate educational services (including supportive services) that address their special needs in a coordinated and efficient manner;
- 4) Ensure that migratory children receive full and appropriate opportunities to meet the same challenging State academic content and student academic achievement standards that all children are expected to meet;
- 5) Design programs to help migratory children overcome educational disruption, cultural and language barriers, social isolation, various health-related problems, and other factors that inhibit the ability of such children to do well in school, and to prepare such children to make a successful transition to postsecondary education or employment; and
- 6) Ensure that migratory children benefit from State and local systemic reforms.

In general MEP funds are to be used to **supplement and support** educational services to migrant children so that they will meet the state's challenging academic content standards. When determining if expenditures are appropriate, ask the following questions;

How does this expenditure directly and specifically support academic achievement of migrant students?

How does this expenditure directly support staff professional development to meet the specific academic achievement needs of migrant students?

How does this expenditure increase the participation of migrant parents in school activities or assist parents to support student achievement?

Are these expenditures not covered by the Learning Education Agencies (LEA's) operating funds for the general student population?

The attached chart provides a partial listing of allowable expenditures commonly used by LEAs along with some examples of non-allowable items under Title I, Part C guidelines. This document is not intended to be exhaustive.

FUNCTION CODE DESCRIPTIONS AND UTILIZATION
TITLE I, PART C
Regular School Year / Summer Migrant Program

FC 120	Instructional-Added Needs:
<i>FC 125</i>	Compensatory Education: Cost for supplementary <u>instructional</u> services provided to eligible Migrant students
<i>Allowable Expenses:</i>	
Salary/Benefits :	Migrant teachers
	Migrant Instructional Assistants
	Tutors
	Substitute costs for migrant teachers (sick days, etc.)
Supplies:	Supplemental educational supplies, outside of those provided by general funds
	Supplies and snacks for before and after school programs for eligible Migrant students

FC 210	Pupil Support Services:
<i>FC 211</i>	Recruitment/Truancy Services: Cost for activities to recruitment and improve the attendance of eligible Migrant students
Salary/Benefits :	Migrant Recruiters
Transportation :	Mileage for Recruiters
Supplies:	Supplies for Recruiters: portable scanners, copiers, cell phones, etc.

<i>FC 212</i>	Guidance Services: Costs for counseling services provided to eligible Migrant students
Salary/Benefits :	Student Counselor (if activities are outside of those provided to the general student population)

FC 220	Instructional Staff Services:
<i>FC 221</i>	Improvement Instruction: Cost for supplementary professional development for <u>instruction</u> designed to benefit eligible Migrant students
Training:	Cost of conferences, in-services, training session
	Training travel expenses, mileage
	Training Materials
	Substitute costs

<i>FC</i> 222	Educational Media Services: Costs for acquiring and planning the use of education media for instruction of eligible Migrant students
Supplies:	Any media tools or resources, including instructional DVDs, audio tapes, etc.

<i>FC</i> 225	Computer Assisted Instruction: Cost for Migrant education instructional activities when a computer is the principal medium of instruction (e.g. hardware, software, workstations). 90% of use must be by MEP eligible students.
Supplies:	Computers

FC 226	Supervision and Direction of Instruction Staff: Costs necessary to direct and manage the Migrant education program (e.g. Migrant education director and support staff);
Salary/ Benefits:	Director, Secretary, Records Clerk
Supplies:	Office supplies
	Cell phone stipend

<i>FC</i> 227	Academic Student Assessment: Diagnostic testing of eligible Migrant students and testing necessary to evaluate the Migrant education program (may be used for priority for service)
Tools/Supplies:	Instruments used to define proper placement of student in educational setting
	Costs for licenses of testing instruments
	Costs related to training of instruments

FC 230	Support Services-General Administration:
<i>FC</i> 231	Board of Education: Cost for external audits of the Migrant Education Program
Services:	Cost of audits

FC 250	Business Support Services:
<i>FC</i> 252	Fiscal Services: Costs necessary for Migrant Education Program budgeting; accounting and purchasing
Services:	Business Manager

FC 260	Operation and Maintenance:
<i>FC</i> 261	Operating Buildings Services: Costs for maintaining building space and equipment necessary for Migrant education program operation
Services:	Office Rental
	Utilities for rental units (electricity, heating, telephone, etc.)
	Insurance for rental units and equipment

FC 270	Pupil Transportation Services:
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FC 271	Pupil Transportation Services: Cost for pupil transportation necessary for Migrant education program operation
Transportation :	Before/After school programs
	Expenditures for supplement field trips
	Summer School Programs

FC 280	Central Support Services
<i>FC</i> 282	Communication Services: Costs for preparing Migrant Education Program information to disseminate to pupils, staff, <u>parents</u> , or the public
Supplies:	Parent newsletters, announcements, invitations, etc.

FC 283	Staff/Personnel Services: Costs for supplementary professional development for non-instructional staff designed to benefit eligible Migrant students
Training:	Costs for training, conferences, meetings for Director, recruiters, data entry, and support staff (includes travel expenses, materials, etc.).

FC 284	Information Management Services: Costs for preparing, storing and retrieving Migrant Education Program data.
Salary/ Benefits:	MEDs Data Entry Staff

FC 330:	
FC 331:	Community Activities: Costs for parental involvement activities; Migrant Education Program home/school liaison
Salary/ Benefits:	Home/School Liaison
Supplies:	PAC meeting supplies and materials
	PAC meeting child care
	PAC meeting refreshment and snacks
	Costs for PAC transportation
	Speaker or presenter stipend at PAC meetings

FC 360	Welfare Activities:
FC 361	Welfare Activities: Costs to provide for the personal needs of needy eligible Migrant students.
Services:	Emergency clothing and supplies
	Participation Fees (only in extreme cases), MEPs should first solicit CBOs for contributions